Position Description
Extension Associate
Coastal Resilience Specialist
New York Sea Grant

General Position Responsibilities
The Coastal Resilience Specialist serves as a primary technical resource on resilience for coastal communities as it relates to topics such as climate hazards, habitat restoration, planning, sea level rise, and/or coastal storms. The primary stakeholders are those individuals and communities who live, recreate and work in the Jamaica Bay watershed – a focal point for New York Sea Grant (NYSG), the Science and Resilience Institute at Jamaica Bay (SRI@JB) and Cornell Cooperative Extension-New York City (CCE-NYC). The Specialist will develop extension, outreach, education and training programs to support community engagement and research efforts to enhance resilience. Through partnering and collaborating with the existing extension programs within the SRI@JB (CCE, City University of New York-Sustainable Cities, New Jersey Sea Grant and New York Sea Grant) and drawing on the science, technology and research data generated by the SRI@JB and its member institutions, the Specialist will leverage their skills, experience and resources when developing extension programming.

Minimum requirements include a Master’s level degree in coastal management, marine/environmental policy, planning, natural resource management, interdisciplinary degrees addressing resilience, or other related fields with 3 years of experience working on coastal climate adaptation with diverse constituencies, community engagement and other policy or planning efforts. Experience/training in the use of Geographic Information Systems (GIS) or other visualization support tools is preferred. Knowledge of coastal climate adaptation and other planning processes relevant for New York City and New York State are also preferred.

The Coastal Resilience Specialist needs to be a self-motivated individual with excellent technical and communication skills who can work independently and with groups and who can successfully seek, obtain, manage and administer external funding for extension activities related to coastal resilience. Enhance the capacity of NYSG and SRI@JB by informing community understanding of hazard mitigation and by making climate resilience and adaptation research, data products, information and other science-based decision tools accessible. Represent the Sea Grant Extension Program and the Science and Resilience Institute at Jamaica Bay (SRI@JB) in the above areas of subject matter specialization to the public, industry and community leaders, government officials, and university leaders. Bring technical resources of the National Sea Grant Program, Cornell University, the State University of New York, NOAA, and the SRI@JB to New York and regional audiences including industry, coastal residents, federal, state, and local governmental representatives, nongovernmental organizations and university faculty and staff. Primary geographic area responsibility includes Jamaica Bay and its watershed.

University and Extension Program Ties
- Plan and conduct extension education programs in coastal resources, and may develop significant new subject matter materials such as curricula and extension education publications.
• Actively pursue outside grants and contracts to support this program area. It is expected that a significant portion of the Extension Educator’s salary and program budget will be supported by grants and contracts and other outside funding sources.

• Have subject matter leadership responsibility for integrating Sea Grant Extension and University coastal resources programming initiatives in a statewide, regional, and/or national context.

• Act as a leader within area of expertise within New York Sea Grant, SRI@JB and Cornell Cooperative Extension, and, when appropriate, within the Northeast, Mid-Atlantic or National Sea Grant Network.

**Program Development and Implementation: (70%)**

Extension programming and tools are developed, implemented and evaluated based on the needs of clientele as identified, in part, through a Program Advisory Committee whose members represent the interests served by the position.

Implement programs using a variety of educational tools such as publications, electronic technology, group experiences, mass media, individual advisement, websites, social media and the like. Develop networks of volunteers and/or public/private professionals (experts) to assist in educational program development and initiates volunteer training efforts, when applicable, to enable volunteers to be effective in their role. When appropriate, new organizations and representative groups are developed to articulate industry needs. Leadership development activities result in new leaders from industry being legitimized and assuming positions of responsibility in private associations, cooperatives, etc.

Coordinate extension program initiatives with Cornell University resources, SRI@JB, New York City Cooperative Extension, the New York Sea Grant Institute, and other Sea Grant and Cooperative Extension programs especially and, where appropriate, nationally.

**Specific Program Development Responsibilities:**

• Serve as a recognized subject matter specialist in the area coastal resilience, coastal climate adaptation, coastal flooding and hazard mitigation planning, including related public policy issues.

• Work collaboratively with community partners to develop enduring and empowering relationships for the proliferation of resilient practices in relevant sectors.

• Disseminate and translate science-based research generated about Jamaica Bay to community members in a range of applicable formats.

• Engage the community in the identification of priority research needs and preferred policies and management strategies for enhancing community resilience.
• Provide training, technical assistance, and resources to community partners to increase their individual and collective capacity to sustain community-based resilience practices.

• Collaborate with other universities, Sea Grant, and extension staff to stimulate educational resource program sharing in the field of coastal resilience.

• Develop and implement an extension and outreach program, as well as facilitate organizational partnerships, science, and monitoring and information management actions to provide science-based information to inform and support implementation of management, conservation, restoration and sustainable development activities within Jamaica Bay and its watershed.

• Develop, disseminate and apply sound scientific, technical and related research knowledge in order to improve restoration and resilience in coastal communities and natural resources.

• Provide coastal processes and coastal erosion control technical expertise and educational program support to shoreline property owners, local, state, and national elected and appointed officials, resource managers, extension educators, and the media.

**Program Evaluation: (15%)**
Provide leadership for the design, execution and analysis of extension program evaluations. At least one program evaluation is performed annually to assess benefits and identify avenues for program improvement. The results of such program evaluations are summarized in a written narrative which communicates findings and recommendations to regional and county extension educators, program advisory committees, lay leaders, industry representatives, and university faculty.

**Staff Development & Professional Improvement: (15%)**
Design and teach regional in-service education programs to support the efforts of regional and county extension educators, Sea Grant specialists, volunteers, agency personnel, and industry leaders in the area of coastal resource management. Collaborate with university departments and other state Sea Grant programs in planning and conducting extension staff development activities.

Keep current in area of professional expertise. Professional growth is demonstrated in development and fulfillment of professional improvement plans filed with Sea Grant Extension program leadership.

**Knowledge, Skills & Abilities:**
• Knowledge of principles, theory, research, and educational materials in the subject matter field and knowledge of extension methods related to the area of specialization is required.
• Advanced computer skills and the ability to use computer and long distance education technologies in this area of extension programming expertise.

• Demonstrated ability to develop educational programs and teach adults; initiate, plan, conduct and evaluate informal and/or formal adult education programs; define, conduct, and interpret original applied research and/or demonstration projects; lead and effectively participate in professional team efforts; relate effectively to co-workers, advisors, community and professional leaders, and targeted audiences; and communicate effectively through oral, written, and visual channels.

**Required Qualifications:**

• Master’s level degree in coastal management, marine/environmental policy, planning, natural resource management, interdisciplinary degrees addressing resilience, or other related fields.

• 3+ years of experience working on coastal climate adaptation with diverse constituencies, community engagement and other policy or planning efforts.

**Preferred Qualifications:**

• Experience/training in the use of Geographic Information Systems (GIS) or other visualization support tools.

• Knowledge of climate adaption and other planning processes relevant for New York City and New York State.

**Reporting Relationships:**
The Extension Associate reports to the Associate Director of New York Sea Grant for supervision and program support as well as to the Executive Director of the Science and Resilience Institute at Jamaica Bay. Extension program direction is established through Program Advisory Committees, university faculty, and organizational leadership of the Sea Grant Extension Program. This position will reside in Brooklyn, New York with the Science and Resilience Institute at Jamaica Bay.

**About the Science and Resilience Institute at Jamaica Bay (SRIJB)**
The Science and Resilience Institute at Jamaica Bay (SRI@JB) is a new top-tier science and resilience center located in New York City. The Institute advances innovative thinking about the resilience of urban coastal regions. The institute, hosted by Brooklyn College, is a partnership among academic institutions, government agencies, nongovernmental organizations and community groups. Core partnerships are sustained among the National Park Service, the City of New York, and a Consortium of nine research institutions including the City University of New York (CUNY), Columbia University, Cornell University, Rutgers University’s Institute of Marine and Coastal Sciences, NASA Goddard Institute for Space Studies, New York Sea Grant, Stevens Institute of Technology, Stony Brook University (State University of New York), and the Wildlife Conservation Society.